Vignan's Institute of Management & Technology for Women
(Accredited by NBA)

Minutes of the Library Committee meeting held on 3rd July, 2023 at 11:45 a.m. in the Board Room.

The Quorum (minimum 40%) was satisfied.

The following members were present.

1. Dr. G. Apparao Naidu
2. Mrs. T.V. Nagaraja Kumari
3. Dr. G. Rajesh
4. Dr. T. Pullaiah
5. Dr. C. Srinivasa Kumar
6. Dr. M. Vishnu Vardhana Rao
7. Dr. D. Shanthi
8. Dr. R. Sridhar
9. Dr. B. Phijik
10. Mrs. B. Geetha

The Chairman welcomed all the members to the meeting of the Library Committee.

Proceedings of the meeting of the Library Committee

Agenda Item 1: Review & confirmation of the previous Minutes of Meeting of the Library Committee held on 28/03/23.

Minutes of the meeting of the Library Committee held on 28th March, 2023 were confirmed.

Agenda Item 2: Action taken on previous meeting, if any.

S.No.	Item	Action Taken
1	Discussion about renewal of e-resources and print journals.	The subscriptions of DELNET and other print and e-journals related to Engineering and Humanities discipline was

		reviewed and renewed before the expiry date.
2	Discussion about regular library hours for students.	The library hours for each department was finalized and a particular slot for library was allocated in the students' timetable.

Agenda Item 3: Discussion about increase in library budget.

The library committee decided to review the library budget for the academic year 2023-24 based on the institution's academic needs, student intake, accreditation requirements and proposed procurement of learning resources. Based on the financial requirements, it was decided that a proposal for increasing the library budget was to be forwarded to the management for approval.

Agenda Item 4: Purchase of textbooks and reference books.

It was proposed by the committee that a department-wise requirement list for textbooks and reference books for the current academic year should be forwarded to the Library in-charge. All the department HoDs were assigned the responsibility of completing this process in the given format at the earliest.

Agenda Item 5: Purchase of off-campus e-journals (KNIMBUS).

The committee reviewed various digital resource platforms and recommended the procurement of KNIMBUS to facilitate seamless remote access to e-books, e-journals, question papers and other academic resources.

Agenda Item 6: Any other discussion with the permission of the Chair.

It was discussed to improve the library housekeeping and maintenance activities.

T.V.K

CONVENOR

Vignan's Institute of Management & Technology for Women
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Minutes of the Library Committee meeting held on 03rd July 2023, 11:45 A.M. in the Board Room, VMTW

Members Present:

S. No.	Name	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	
2	Mrs. T.V.Nagaraja Kumari	Librarian	Convenor	T.V.N.K
3	Dr.G.Rajesh	COE	Member	
4	Dr.T.Pullaiah	HOD-ECE	Member	
5	Dr.C.Srinivasa Kumar	Professor, CSE	Member	
6	Dr.M.VishnuVardhana Rao	HOD-AIML	Member	
7	Dr. D. Shanthi	HOD-IT	Member	
8	Dr. R. Sridhar	HOD-BSH	Member	
9	Dr. B. Phijik	HOD-CSE	Member	
10	Mrs. B. Geetha	Member Secretary	Member	B. Geetha

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Vignan's Institute of Management & Technology for Women
(Accredited by NBA & NAAC)

Minutes of the Library Committee meeting held on 31st March, 2024 at 12:15 p.m. in the Board Room.

The Quorum (minimum 40%) was satisfied.

The following members were present.

1. Dr. G. Apparao Naidu
2. Mrs. T.V. Nagaraja Kumari
3. Dr. G. Rajesh
4. Dr. T. Pullaiah
5. Dr. C. Srinivasa Kumar
6. Dr. M. Vishnu Vardhana Rao
7. Dr. D. Shanthi
8. Dr. R. Sridhar
9. Dr. B. Phijik
10. Mrs. B. Geetha

The Chairman welcomed all the members to the meeting of the Library Committee.

Proceedings of the meeting of the Library Committee

Agenda Item 1: Review & confirmation of the previous Minutes of Meeting of the Library Committee held on 03/07/23

Minutes of the meeting of the Library Committee held on 3rd July, 2023 were confirmed.

Agenda Item 2: Action taken on previous meeting, if any.

S.No.	Item	Action Taken
1	Discussion about increase in library budget.	The library budget was forwarded to management for approval.

2	Purchase of textbooks and reference books.	A consolidated list of prescribed textbooks and reference books based on the revised JNTUH syllabus was prepared and submitted for procurement.
3	Purchase of off-campus e-journals (KNIMBUS).	Necessary quotations were obtained and the subscription process was initiated after administration's approval.

Agenda Item 3: Discussion about increase in library footfall.

In the meeting, the library committee proposed the need for improving the usage of library facilities. It was decided that this issue needs careful consideration so that proper intervention strategies can be implemented in this direction.

Agenda Item 4: Discussion about increasing the network strength in the digital library.

The committee proposed that the existing network infrastructure in the digital library should be reviewed in consultation with the IT department. This was seen to be a crucial step for the optimal utilization of the digital library resources.

Agenda Item 5: Discussion about maintenance of departmental library.

The committee reviewed the importance of maintaining the departmental library and it was proposed that necessary steps should be taken in this regard. This process would also ensure that the faculties across all departments have access to updated academic resources for better teaching purposes.

Agenda Item 6: Any other discussion with the permission of the Chair.

It was discussed that the display of new arrivals and important announcements can be improved.

T. V. [signature]

CONVENOR

Vignan's Institute of Management & Technology for Women
(Accredited by NBA & NAAC)

Minutes of the Library Committee meeting held on 31st March 2024, 12:15 P.M. in the Board Room, VMTW

Members Present:

S. No.	Name	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	
2	Mrs. T.V.Nagaraja Kumari	Librarian	Convenor	T.V.K
3	Dr.G.Rajesh	COE	Member	
4	Dr.T.Pullaiah	HOD-ECE	Member	
5	Dr.C.Srinivasa Kumar	Professor, CSE	Member	
6	Dr.M.VishnuVardhana Rao	HOD-AIML	Member	
7	Dr. D. Shanthi	HOD-IT	Member	
8	Dr. R. Sridhar	HOD-BSH	Member	
9	Dr. B. Phijik	HOD-CSE	Member	
10	Mrs. B. Geetha	Member Secretary	Member	B. Geetha